



Training Calendar – 2009-10

<p>January</p> <table border="1"> <thead> <tr><th>S</th><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </tbody> </table> <ol style="list-style-type: none"> Human Resource Development (HRD) (January 17 - 21) Shipping Procedures for Export & Import (January 24 – 28) Understanding the Corporate Environment (M-1) (Jan 30-31 & Feb 07)* Negotiating (M-7) (Jan 30-31 & Feb 07)* Environmental Procurement (M - 13) (Jan 30-31 & Feb 07)* 	S	S	M	T	W	T	F						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	<p>February</p> <table border="1"> <thead> <tr><th>S</th><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <ol style="list-style-type: none"> Project Management (February 8 – 10) Managing Finance (February 14-18) Proper L/C Procedures for Export & Import Operations (February 22-26) Specifying Requirements & Planning Supply (M-2) (Feb 27-28 & Mar 07)* Preparing the Contract (M-8) (Feb 27-28 & Mar 07)* Group Purchasing (M-14) (Feb 27-28 & Mar 07)* 	S	S	M	T	W	T	F		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28							<p>March</p> <table border="1"> <thead> <tr><th>S</th><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </tbody> </table> <ol style="list-style-type: none"> Effective Negotiation Skills (March 1 – 3) Quality Management & ISO 9000 (March 8-11) How to operate Import and Export Business Successfully (March 21–25) Analysing Supply Markets (M-3) (Mar 27-28 & Apr 04)* Managing the Supply Contract & Supplier Relationship (M-9) (Mar 27-28 & Apr 04)* E-procurement (M-15) (Mar 27-28 & Apr 04)* 	S	S	M	T	W	T	F		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
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N.B.: 1. Starred course on Modular Learning System - Supply Chain Management^(P) are day long (9 a.m. to 5 p.m.) and other courses are 3 and 5 half days (2.30 p.m. to 6.00 p.m.). Regular Certificates/ Diploma Examinations on SCM^(P) are held in March & September in the DBI. ITC, Geneva issues recognized in 50 Countries Certificates/ Diploma .
 2. Mark days of Training. 3. Holidays Mark.